



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

JUN 18 1997

Maura K. Dunne, Treasurer
Susan B. Anthony List, Inc.
P.O. Box 19136
Alexandria, VA 22320-0136

Identification Number: C00280057

Reference: Amended 12 Day Pre-General Election (10/1/96-10/16/96 dated
12/9/96) Reports

Dear Ms. Dunne:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Conduits for earmarked contributions which have not been deposited in the committee's account must report these contributions as memo entries for Schedules A and B. Please refer to the attached portions of the Federal Election Commission Campaign Guide for further guidance on the reporting of earmarked contributions and amend your report accordingly.

-Your report includes computer produced formats of entries for earmarked contributions and memo entries of in-kind contributions. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

-Schedule B of your report (pertinent portions attached) discloses payments for in-kind contributions which appear to have been paid previously (also attached). When making in-kind contributions which are first incurred and then paid at a later date, they must first be reported as "memo" entries on Schedule B, supporting Line 23. These entries must identify the original vendors from which you have purchased the item or service, and under "purpose of disbursement", a brief statement explaining the item or service